

LAND SUBDIVISION COMMITTEE MEETING
August 4, 2011

Members

Gregg Humphrey

Allen Alexander

Nate Bottom

Mike Johnson

Matt McLaughlin

Paul O'Shea

Tom Perry

Kenneth Springs

Roleen Thoele

Lori Williams

Others

Ed Grunloh

Mark Mahoney

Mark Miller

Staff

Steve Keenan

Alex Myers

Mary Jane Niemann

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2011-04
(Lg Sc)

CENSUS TRACT # 36.04

NAME OF SUBDIVISION: Professional Resource Development - Site Development Plan –
Lot 101 – Larson's Ginger Creek Minor Subdivision

JURISDICTION: City

DATE OF MEETING: August 4, 2011

OWNER: Larson Real Estate, L.L.C.

ENGINEER: MSA Professional Services

DESCRIPTION: Pt NW ¼, Sec. 12, T15N, R6W – Southwest corner of Ginger
Creek Drive and Koke Mill Road

0.61 **Acres** 1 **Lot**

MOTION TO RECOMMEND: Approve, Subject To

BY: Nate Bottom

2ND BY: Kenneth Springs

VOTE: Unanimous

Ed Grunloh, Professional Resource Development, and Mark Miller, MSA Professional Services, were in attendance to answer questions about the site plan.

Steve Keenan, SSCRPC, said dimensions of property lines shall be added. He said a sidewalk or walkway from the public sidewalk to the building shall be provided. Keenan said vehicular circulation arrows need to be shown on the plan. He said the applicant shall add the name, address and phone of the owner and the subdivider and the contact person's name and phone number to the plan. Keenan said the acreage of Lot 101 shall be added. He recommended adding a scale bar to sheets which have a scale. Keenan said a benchmark 100' elevation needs to be added or the contours need to reference USGS datum. He said the fire hydrant location on page C3 shall be clarified. The symbol shown on the plan does not match symbol shown in the legend. Keenan said the applicant shall show utilities on the landscape plan. It helps check plant/utility conflicts. He said a note is needed on the lumen plan that all light fixtures shall be full cut off. Keenan said the applicant shall identify the stabilized construction entrance on the erosion control plan. He said a parking summary shall be added to the plan noting the required and provided parking spaces per the city zoning ordinance. Keenan said a silt fence is required around the entire site. Keenan recommended reading over the construction notes as there was at least one reference to the City of Champaign.

Keenan asked if parking in the rear or side yard setback was allowed. Matt McLaughlin, Springfield Building and Zoning Department, said that it was not a problem. Keenan asked what

the purpose of the concrete area along the west side was. Grunloh said it was landscaping. Keenan recommended checking if any utilities were centered on the landscaping. Keenan asked if the erosion control BMP details on page C6 covered all BMPs shown and if they were sufficient. Nate Bottom, Office of Public Works, said they were okay.

Kenneth Springs, citizen member, asked what the occupancy was. Grunloh said a dental office and noted that they had a full set of plans if anyone wanted to look at them.

Allen Alexander, Sangamon County Department of Public Health, had no comments.

Mike Johnson, CWLP-Water, said the fire hydrant on Lot 103 shall be shown on the plan. He noted that the 10" water main shown along Koke Mill actually stubs 100' south of the valve in the driveway. Johnson said the proposed 18" storm sewer does not meet IEPA horizontal separation requirements between the water main and the storm sewer. Grunloh asked about a second water main for irrigation. Johnson said a 1 1/2" service line should be ok with a 24" diameter meter pit located in the parkway.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Springfield Public Works, said a sidewalk connection to Ginger Creek Drive is needed. He asked about the area between the building and the driveway. Grunloh said it was landscaping. Bottom said the 6" sanitary sewer lateral needs to be tied into the sewer main at 45 degrees, not into a manhole (Lot 102). He said the NOI needs to be submitted to Public Works.

Lori Williams, City Traffic Engineer, said signs need to be installed on private property, not public right-of-way. She expressed concern with parking along the front of the building. Williams said the parking spaces shall be lengthened to 18' in width. Williams said the sidewalk could be narrowed to 6' in width. She said the Americans with Disabilities Act (ADA) requirements require that accessible parking be 18'. The dimension shown is 16'. (Note: they also should be located closest to the door.) Williams said all regulatory signs shall meet the Manual on Uniform Traffic Control Design requirements. She said the "Do Not Enter" sign west of the building is not compliant at this point.

Matt McLaughlin, Springfield Building and Zoning Department, had no additional comments.

Paul O'Shea, Office of Planning & Economic Development, noted it appeared there would be a rear entrance with parking on the back side of the building. He asked what was around the building. Grunloh said landscaping. O'Shea said it was great that the landscape requirements were met. He asked about stairs at the back entrance. Grunloh said the area slopes 18" from the front to the back. O'Shea noted that the three plants labeled B-11 plants in the north section should be changed to B-3. Grunloh said that was correct.

Roleen Thoele, CWLP-Electric, said a junction cabinet was located on Lot 102, not a transformer. She asked if the transformer would be located next to the building. Grunloh and Thoele discussed where the electric service would locate.

Nate Bottom moved to recommend approval of the site plan, subject to:

- (1) Adding the dimensions of property lines;
- (2) Providing a sidewalk or walkway from the public sidewalk to the building;
- (3) Showing vehicular circulation arrows on the plan;

- (4) Adding the name, address and phone of the owner and the subdivider to the plans;
- (5) Adding the contact person's name and phone number to the plans;
- (6) Showing the acreage for Lot 101;
- (7) Adding benchmark 100' elevation or having contours reference USGS datum;
- (8) Clarifying the fire hydrant location on page C3 (symbol shown on the plan does not match symbol shown in the legend);
- (9) Showing the utilities on the landscape plan;
- (10) Adding a note to the lumen plan that all light fixtures shall be full cut off;
- (11) Identifying the stabilized construction entrance on the erosion control plan;
- (12) Adding a parking summary to the plan noting the required and provided parking spaces per the city zoning ordinance;
- (13) Showing silt fence around the entire site;
- (14) Correcting the construction notes as there was at least one reference to the City of Champaign;
- (15) Showing the fire hydrant on Lot 103 on the plan;
- (16) Correcting the location of the water main;
- (17) Locating the storm sewer so that it meets the IEPA horizontal separation rule;
- (18) Sidewalk connection to Ginger Creek Drive;
- (19) Tying the sanitary sewer lateral into the sewer main at 45 degrees, not into a manhole (Lot 102);
- (20) Submitting the NOI to Public Works;
- (21) Installing signs on private property, not public right-of-way;
- (22) Lengthening parking spaces to 18 feet width;
- (23) Making sure all regulatory signs meet the Manual on Uniform Traffic Control Design requirements;
- (24) Correcting the labeling of the three plants labeled B-11 plants in the north section to B-3; and,
- (25) Correcting the junction cabinet label on Lot 102.

Kenneth Springs seconded the motion and the vote was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.